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| **Drama Booster Meeting** |
| **Date:** January 9, 2023 |
| **Location:** Tech Room, Lavilla School of the Arts |
| **Attendees:** |
| * Melanie Moore, President
 | * Melissa Kolterjohn, Secretary (meeting recorder)
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| * Emily Carpenter, VP Communications
 | * Melinda Malkewitz, Drama Teacher
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| * Kate Chung, VP Patrons & Special Events
 | * Rachel Gunter-Shapard, VP Concessions
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| * Amber Amerson, Drama Teacher
 | * Jackie Tabun, VP Show Support and Carrie Rogers (shadow)
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| * Nicole Holloman, Volunteer Coordinator
 | * Romecca Terrones, Thespians Chair
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| * Rebekah Hutto, VP Merchandise
 | * Angela Turk, VP Fundraising
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|  **Key Points** |
| * Minutes from last meeting approved.
* Teacher spending account needs to be replenished with amount that went out being put back in.
* Do not have 2023 budget completed; vote on budget occurring in near term.
* Three open board positions need to be filled President, Treasurer and Patrons/Banquets.

**Upcoming Due Date & Events Calendar*** February 6: Next newsletter
* February 13: Next Boosters Board meeting
* April 9: Spring Show, *When Bad Things Happen to Good People* (no matinee but looking to add 3rd show)
* April 15: School Art Festival and Showcase
* March 28 – 29: Issue-based Theater (at night tech is 03/28 afterschool, then show at 7:00 pm on 03/29)
* Sometime After May 5: Banquet

**President, Melanie Moore*** Reviewed financials (see page 2)
* Purchasing two new readers.

**VP Communications, Emily Carpenter** * Push Spring patron membership on website.
* No newsletter in January.

**VP Patrons & Special Events, Kate Chung*** 70+ people attended for patron dinner each night for Godspell show.
* Patrons’ dinner will happen for Spring Show.
* Kate shared theme with photos and look and feel for patrons’ dinner and all approved.
* Seeking even more assistance with set-up and clean-up for Spring Show patrons’ dinner.
* Romecca and Melissa volunteered to assist with Patrons & Special Events position when Kate leaves at end of school year. I believe Rachel volunteered to assist with banquets.
* Banquet will have Cirque du Soleil theme with Mexican food. Board members looking into looking for space at church fellowship hall. Plan for attendance of ~175 people. 8th graders will receive first opportunity to buy tickets and may invite 2 parents, then 7th graders (1 parent only), then 6th graders (1 parent only).

**VP, Show Support, Jackie Tabony*** Seeking photographer for Spring Show. Photos to be taken during dress rehearsal.
* Amber Amerson mentioned she has found a photographer that would only charge for materials.
* Posters will be created and purchased from same vendor who produced Godspell posters.
* Idea from group to sell Spring Show posters for $5 each. It was recommended to purchase between 50 to 55 posters in total. Group also proposed t-shirt/poster bundle for cast. A pre-poll will be done with the cast to get final tallies. They will also get to select their t-shirt size during pre-poll.
* Marjorie will be doing the printing for Spring Show program (artwork to be same as poster).
* Posters need to be printed two weeks prior to show opening.
* Tickets need to be ready 10 days before show opening.
* Jackie needs list of cast and crew from Rebekah for the program.
* Program ads require two days for predesign or just create your own as done for Godspell.

**VP Merchandise, Rebekah Hutto*** T-shirts will need to be black and white due to cost.
* Plans to make t-shirts for Spring Show and Issue-based Theater programs.
* Putting Godspell shirts on clearance.
* Still have merchandise, no need to replenish.

**VP Fundraising, Angela Turk*** Still have 8 zoo tickets, no one bid on them. Amber will put this in as part of the show and make it a bit.
* Angela to email Kate with name of place that made cake donation.
* Total collected for Godspell silent auction was $1,370.

**VP Concessions, Rachel Gunter-Shapard*** Plan to do bouquets again for Spring Show.
* Will have Amazon wish list ready for February newsletter timing.
* Checking on leftovers from Thespians.
* Spring Show may not have an intermission.

**Volunteer Coordinator, Nicole Holloman*** No updates at this time.

**Thespians Chair, Romecca Terrones*** Program went smoothly.
* Kids did not like the lunchboxes. Next time can just order there vs. paying for lunchboxes.
* Amber said do not need parent volunteer chaperones.

**Financial Review** |
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